

## APPLICATION FOR RENEWAL OF AN IDAHO PROFESSIONAL EDUCATION CREDENTIAL

B1-R

THIS SECTION FOR OFFICIAL USE ONLY	Fee	Check Number	Date Received	Personal Info	Received By

**Item #1 Personal Information** (Please print your name exactly as you want it to appear on the certificate.)

Name	Soc Security #
Maiden or Previous Name	Birth Date
Street and/or PO Box	Phone #
City, State, Zip Code	(circle one) <b>Male</b> <b>Female</b>

**Item #2 Certificates:** List the certificate(s) for which you are applying (i.e., Standard Elementary, Administrator, etc).**NOTE: If no changes to a current certificate are being requested, please write "SAME" on the first line.**

Certificate #1	
Certificate #2	
Certificate #3	

**Item #3 Endorsements:** If you are requesting new endorsements at this time, please list the endorsements here.**NOTE: If no changes to a current certificate are being requested, please leave blank.**

Endorsement #1		Endorsement #4	
Endorsement #2		Endorsement #5	
Endorsement #3		Endorsement #6	

**Item #4 Educational Institutions:** Renewal applicant must have earned at least six (6) semester credits during the validity period of the credential (9/1/00-9/1/05). List only schools where these recent credits were earned.

College/University Name	Years Attended (in last five years)
a.	
b.	
c.	
d.	

**Item #5 Teaching Assignment for the upcoming school year to be starting in September.**

a. Do you anticipate having a signed contract with an Idaho K-12 school for the upcoming school year? Circle one.	<b>YES</b>	<b>NO</b>
b. If you answered YES, will it be a public school? Circle one. (If you circled NO above, disregard this question.)	<b>YES</b>	<b>NO</b>
c. To the best of your knowledge, what will your assignment be? Please be specific (e.g. 6th grade English, elem principal, etc.)		
_____		
d. Have you completed the Idaho Comprehensive Literacy Course from an approved provider? Circle one.	<b>YES</b>	<b>NO</b>
e. Have you successfully completed an Idaho Technology Competency Assessment? Circle one.	<b>YES</b>	<b>NO</b>

**More information is required on the back (over).**

**Item #6 Prior Certification Irregularities or Legal Convictions**

The Application for an Idaho Professional Education Credential requires each applicant to respond to four (4) questions about prior certification irregularities or legal convictions (other than minor traffic violations).

1. Have you ever had a teaching certificate revoked, suspended, denied, or have you ever voluntarily relinquished a teaching certificate to avoid revocation proceedings in another state?  
(circle one) YES NO
2. Is there any action pending against your certificate or your application in another state?  
(circle one) YES NO
3. Have you ever been convicted of any felony or misdemeanor in any state, federal, or military court?  
(see NOTE 2 below) (Do not include convictions for minor traffic violations.) (circle one) YES NO
4. Are you currently under investigation or facing pending criminal charges in Idaho or in any other state?  
(see NOTE 2 below) (circle one) YES NO

**NOTE:**  
**1**

If the answer is **YES** to any of the questions 1-4 above, the following applies:

- 1) A personal written explanation must accompany this application;
- 2) If your misdemeanor conviction is less than five (5) years old, relevant court documents must accompany this application;
- 3) All felony convictions require relevant documents from the arresting law enforcement agency and the court that oversaw the final disposition.

**NOTE:**  
**2**

For the purposes of questions 3 and 4 above, conviction means:

1. All instances in which a plea of guilty or *nolo contendere* is the basis of conviction;
2. All proceedings in which a sentence has been suspended, deferred, or withheld; and,
3. All proceedings in which the prosecution was deferred.

I attest and affirm that I have read the **Code of Ethics for Idaho Professional Educators**. (For a copy of the Code, refer to [www.sde.state.id.us/certification](http://www.sde.state.id.us/certification).)

My signature on this application attests and affirms that all statements made by me on this application are true and correct to the best of my knowledge.

I understand that entry of false information on the application may result in denial of my application or revocation of my certificate.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**RETURN FORM, TRANSCRIPTS AND  
\$75 FEE IN ONE PACKET TO:**

**Idaho State Department of Education  
Bureau of Certification & Professional Standards  
PO Box 83720  
Boise, ID 83720-0027**